

**CHARTER TOWNSHIP OF GARFIELD
PLANNING COMMISSION MEETING
June 14, 2023**

Call Meeting to Order: Chair Racine called the June 14, 2023 Planning Commission meeting to order at 7:00pm at the Garfield Township Hall.

Pledge of Allegiance

The Pledge of Allegiance was recited by all in attendance.

Roll Call of Commission Members:

Present: Molly Agostinelli, Pat Cline, Joe McManus, Joe Robertson, John Racine and Robert Fudge

Absent and Excused: Chris DeGood

Staff Present: Planning Director John Sych and Deputy Planning Director Steve Hannon

1. Public Comment (7:00)

Patricia Bauer of Summerhill Road commented about a bicycle and pedestrian crossing on Silver Lake Road near the YMCA.

2. Review and Approval of the Agenda – Conflict of Interest (7:04)

Agostinelli moved and Fudge seconded to approve the agenda as presented.

Yeas: Agostinelli, Fudge, Cline, Robertson, McManus, Racine

Nays: None

3. Minutes (7:05)

a. May 24, 2023 Regular Meeting

Fudge moved and Cline seconded to approve the May 24, 2023 Regular Meeting minutes as presented.

Yeas: Fudge, Cline, Robertson, Agostinelli, McManus, Racine

Nays: None

4. Correspondence (7:05)

Email from Scott Jozwiak regarding the construction of the revised driveway entrance to Ridge 45.

5. Reports (7:06)

Township Board Report

Agostinelli stated that the Oleson PUD amendment would be going to the Board on July 11th and the rezoning of the Hickory Forest and Hickory Meadows properties was approved.

Planning Commissioners**i. Zoning Board of Appeals**

Fudge had no report.

ii. Parks and Recreation Commission

Hannon stated that the Parks and Recreation Commission continues to work on the Commons Natural Area and a new agreement with TAPA has been approved by the Board.

iii. Joint Planning Commission

McManus had no report.

Staff Report

Hannon stated that a report was submitted in writing and that there is a new Master Plan page on the website that will show all the new updates.

6. Unfinished Business**a. PD 2023-65 Birmley Meadows Site Condominium – Public Hearing (7:09)**

Birmley Meadows is a proposed 26-lot residential site condominium development immediately adjacent to the north of the existing Birmley Hills Estates subdivision. The site is directly accessed from Birmley Estates Drive and Farmington Drive, which both provide access from Birmley Road. The site is about 16 acres and zoned R-1 One-Family Residential. According to the application, the lots will be between 15,000 and 40,000 square feet. The development will be served by municipal water and sewer, and all utilities will be underground. Carrie May with Boyne Engineering spoke regarding the application and stated that the site plan has been reviewed by the township engineer, Metro Fire Soil Erosion, and the Road Commission. Racine opened the public hearing at 7:14pm and seeing no one wishing to speak, the public hearing was closed. Steve Zakrajsek, developer, spoke regarding the lot sizes. McManus was contacted by a neighbor to this project who indicated that he did not want new Birmley Meadows residents trespassing on his nearby vacant property.

Agostinelli moved and Cline seconded TO direct staff to prepare Findings of Fact for application SPR-2023-04, submitted by T&R Investments, for a proposed site condominium development to be known as Birmley Meadows at Parcel No. 05-026-020-33, subject to the following items being addressed by the applicant:

- 1. The site plan is subject to review by others, including but not limited to the Township Engineer, Metro Fire, and Grand Traverse County Equalization.*

Yeas: Agostinelli, Cline, McManus, Robertson, Fudge, Racine
Nays: None

b. PD 2023-66 – Ridge 45 Phase I-III and Phase IV SUP Amendments – Public Hearing (7:21)

In 2021, the South22 Special Use Permit (now Phase IV) was approved by the Planning Commission for a 216-unit multi-family housing development. In 2022, an administrative amendment to the Special Use Permit was approved. As part of the amendment, the number of multi-family units was reduced to 204 based on internal reconfiguration of the floor plans for the three proposed apartment buildings. After initial review of the Zoning Ordinance, it was unclear if combining the two Special Use Permits was permitted. A review by Township Attorney, Scott Howard, determined that combining the two Special Use Permits into one Special Use Permit is permissible. The new application for Ridge45 Phase IV proposes seven apartment buildings containing 28 units each for a total of 196 dwelling units. This new application has 20 fewer units than the South22 plan approved in 2021. Sych stated that Ridge 45 Phases I-III and Phase IV will be combined into one single SUP with one owner. Scott Jozwiak representing Hammond Investments discussed the new development and indicated that all amenities will be shared. Developers also left open space on the site to address any future needs. Racine opened the public hearing at 7:25pm and seeing no one wishing to speak, closed the public hearing.

Cline moved and Robertson seconded MOTION TO direct staff to prepare Findings of Fact for applications SUP-2021-02-B and SUP 2015-01-E, submitted by Jozwiak Consulting, Inc., for a combined Special Use Permit for a multifamily housing complex at Parcel 05-023-026-50, 05-023-025-60, and 05-023-026-45 and that the applicant shall submit the following items prior to consideration of the Findings of Fact:

- 1. A complete landscaping plan shall be provided in accordance with the Zoning Ordinance.*
- 2. An amended lighting plan shall be provided in accordance with the Zoning Ordinance.*

Yeas: Cline, Robertson, Agostinelli, McManus, Fudge, Racine
Nays: None

c. PD 2023-50 – Oleson PUD Major Amendment – Findings of Fact (7:33)

Approved in 1997, the Oleson Planned Unit Development (PUD) is a commercial development, including a grocery store, offices, restaurant, service establishments, and a car wash. A request to amend the PUD is being considered according to Section 423.G of the Zoning Ordinance.

The applicant proposes converting 6,960 square feet of second-floor office space into six apartments. The PUD is located at the corner of North Long Lake and Cedar Run Roads and comprises 21.15 acres of land. Sych talked about the changes in the findings of fact in terms of connections to trails and open space requirements. Ultimately, the property will connect with other trails in ongoing efforts to complete trails in the area.

McManus moved and Fudge seconded THAT the Finding of Fact for Application SUP-1997-06-F, submitted by Brad Oleson of Oleson's Food Stores for an amendment to the Oleson Planned Unit Development, BE ADOPTED.

*Yeas: McManus, Fudge, Cline, Robertson, Agostinelli, Racine
Nays: None*

McManus moved and Fudge seconded THAT Application SUP-1997-06-F, submitted by Brad Oleson of Oleson's Food Stores for an amendment to the Oleson Planned Unit Development, BE RECOMMENDED FOR APPROVAL TO THE TOWNSHIP BOARD.

*Yeas: McManus, Fudge, Cline, Robertson, Agostinelli, Racine
Nays: None*

7. New Business

a. PD 2023-68 – Village at Garfield Special Use Permit – Introduction (7:42)

This application requests approval of a Special Use Permit for a proposed 80-unit multi-family housing development located at 2051 North Garfield Road, north of Hammond Road. The parcel is 13.21 acres and is an undeveloped parcel in the R-3 Multi-Family Residential district. Multiple family dwellings are permitted via Special Use Permit in the R-3 Multi Family Residential District. There will be a community building/office, pavilion, and 16 units in five two-story apartment buildings on the site. Developers will need to address the ingress and egress to the development. Commissioners discussed the application and asked questions pertaining to ingress and egress, a possible future roundabout in the area.

McManus moved and Robertson seconded THAT application SUP-2023-03, submitted by Gosling Czubak Engineering Services, Inc., for a Special Use Permit for an apartment complex at Parcel 05-023-042- 60, BE ACCEPTED, and BE SCHEDULED for a public hearing for the July 12, 2023 Regular Planning Commission meeting, subject to the following additional information being provided by the applicant:

1. Submit the correct form for a Special Use Permit with a written impact statement in conformance with the Approval Criteria in Section 421.E.

2. *Waive the requirement for a traffic impact report based on proposed improvements.*
3. *Install a 10-foot-wide asphalt bike path along the frontage of Hammond Road and a 6-foot-wide concrete sidewalk between the Hammond Road bike path and the multi-family residential buildings on site.*
4. *Provide a delineation of the wetlands verified by the Michigan Department of Environment, Great Lakes, and Energy (EGLE).*
5. *Provide landscape buffers for the remaining south, west, and north property lines or note existing vegetation in accordance with Section 530.*
6. *Adjust the fixtures to meet color temperatures in accordance with Section 517.*
7. *Consider dispersed locations for snow storage.*
8. *Note on the site plan that "Signs are subject to Sign Permit Review."*
9. *The site plan shall be subject to other reviews, including but not limited to the Township Engineer, Grand Traverse County Road Commission, and Metro Fire.*

Yeas: McManus, Robertson, Agostinelli, McManus, Cline, Fudge, Racine
Nays: None

b. PD 2023-69 – 716 Boon Street Special Use Permit – Introduction (8:03)

This application proposes a new photography studio in an existing multi-tenant building at 716 Boon Street. The parcel is 0.45 acres and has vacant tenant space in a three-unit building in the I-G General Industrial zoning district. The use is described as a "Professional Studio" within the Zoning Ordinance and may be permitted via the Special Use Permit process in the I-G General Industrial zoning district. The site was originally approved in 1984.

Agostinelli moved and McManus seconded THAT application SUP-2023-02, submitted by Jamie Kirschner and Nicole Marin for a Special Use Permit for a professional studio at 716 Boon Street, Parcel #05-135-008-00, BE ACCEPTED, and BE SCHEDULED for a public hearing for the Planning Commission's regular meeting on July 12, 2023, subject to the applicant providing the following additional information:

1. *Details on materials for the dumpster enclosure and gate need to be provided.*
2. *All lighting shall comply with the requirements of Section 517 of the Zoning Ordinance.*
3. *Landscaping requirements need to be met unless a waiver is specifically granted by the Planning Commission.*
4. *All plant species on the landscaping plan need to comply with Section 530.F and the ISN Planting Guidelines.*

5. *Clarification on the number of employees in the largest working shift needs to be provided on the site plan to determine if the parking is sufficient.*
6. *The parking lot shall be striped for single-row parking only as depicted on the site plan. There shall also be no parking in areas not shown as parking lots on the site plan, including the east and west sides of the building.*
7. *Details for the bicycle rack shall be provided.*
8. *A loading space needs to be shown on the site plan.*
9. *Snow storage areas need to be indicated on the site plan.*
10. *A sidewalk is required from the existing sidewalk on Woodmere Avenue to the existing sidewalk along the building.*
11. *A note needs to be added to the site plan indicating "Signs are subject to sign permit review. All signs to meet the standards of Section 630 of the Zoning Ordinance."*
12. *The application is subject to additional reviews from other outside agencies including but not limited to the Township Engineer, Metro Fire, Grand Traverse County Department of Public Works, and Grand Traverse County Soil Erosion and Sedimentation Control*

Yeas: Agostinelli, McManus, Cline, Robertson, Fudge, Racine
Nays: None

c. PD 2023-70 – 1202 N. Us 31 South – Conceptual Review (8:13)

The subject property is 0.85 acres and located at 1202 N. US-31 South, south of Silver Pines Road. The applicant would like the Planning Commission to consider rezoning the subject property from C-O Office Commercial to R-2 Two-Family Residential. Such rezoning would result in the subject property being the same zoning as the surrounding property already zoned R-2. The proposed zoning would allow consistent development of both parcels. The Master Plan designates the subject property at "Agriculture/Rural Land (≥ 1 Units Per Acre)". According to the Zoning Plan in the Master Plan, "Agriculture/Rural Land" is most consistent with the A – Agricultural zoning district and identifies the R-R Rural Residential and R-1 One-Family Residential districts as potentially compatible districts. Commissioners discussed a possible easement with MDOT on the property. Doctor Dennis Spillane, owner of the property, spoke to commissioners and asked about options for the property. Commissioners gave suggestions to the owner and talked about the downzoning possibly being from C-O to R-2 and were generally in favor of the rezoning concept.

8. Public Comment (8:30)
 None

9. **Other Business (8:30)**

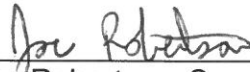
None

10. **Items for Next Agenda – June 28, 2023 (8:31)**

- a. Master Plan Update – Housing, Economic Development, and Public Safety
- b. Master Plan Update – Community Engagement Update

11. **Adjournment**

Fudge moved to adjourn the meeting at 8:32pm.



Joe Robertson, Secretary
Garfield Township Planning
Commission
3848 Veterans Drive
Traverse City, MI 49684